

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, AUGUST 15, 2002  
9 A.M.**

Commissioners Present: Bob Workman, Chair  
Bernie Heier, Vice Chair  
Kathy Campbell  
Larry Hudkins  
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Dave Johnson, Deputy County Attorney  
Bruce Medcalf, County Clerk  
Trish Owen, Deputy County Clerk  
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 9:12 a.m.

**AGENDA ITEM**

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, AUGUST 8, 2002 AND TUESDAY, AUGUST 13, 2002**

Stevens asked that Item 8 of the Staff Meeting minutes of August 8, 2002 be amended to state that the County Board will hold a public hearing on the Fiscal Year 2002-03 Budget on September 3, 2002 at 5 p.m. and will adopt the budget at the September 5, 2002 Staff Meeting.

**MOTION:** Heier moved and Campbell seconded to approve the Staff Meeting minutes of August 8, 2002, with the stated correction, and the Staff Meeting minutes of August 13, 2002. Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

**2 ADDITIONS TO THE AGENDA**

None were stated.

**3 BUDGET WORK SESSION (ALLOCATION OF \$0.15 LEVY) - Dave Kroeker, Budget and Fiscal Officer**

Dave Kroeker, Budget and Fiscal Officer, reviewed the following (Exhibit A):

\* Lancaster County Allocation of Levy 2001-02

- \* Lancaster County Allocation of Levy 2002-03 - Discussion Purposes - Assume Value Increases by 3.5%

Kroeker said the County will be over the 15 cent allocation by 0.003830 if the rural fire districts receive the maximum allocation of 0.094430. He said one solution would be to lower the Railroad Transportation Safety District (RTSD) allocation from 0.026000 to 0.022170, a reduction from \$3.4 million to \$2.9 million.

- \* FY02 Tax & Levy Information on Lancaster County Fire Districts, As of 8/21/01 Using Certified Values
- \* FY03 Tax & Levy Information on Lancaster County Fire Districts, As of 8/14/02 Using Certified Values, Still Problem with Centrally Assessed, Other Counties Last Year's Value

Hudkins said the Village of Raymond lost valuation when Kawasaki Motors was annexed by the City and said it would like to go to the maximum allocation of 0.094430.

**MOTION:** Hudkins moved and Campbell seconded to give the rural fire districts the maximum allocation of 0.094430 and to reduce the Railroad Transportation Safety District (RTSD) to the amount necessary to stay within the 15 cent allocation, once final valuations are received. Stevens, Hudkins, Campbell, Heier and Workman voted aye. Motion carried.

Kerry Eagan, Chief Administrative Officer, reviewed a legislative update from Gordon Kissel, Legislative Consultant (Exhibit B).

Kroeker said there are adequate funds in the budget to compensate for LB11 (changes county jail reimbursement provisions).

Gary Lacey, County Attorney, appeared and estimated the impact of LB 13 (provides for a court automation fee) at \$25,000 for Lancaster County.

#### **4 MEDICAL RECORDS CONSULTANT FOR LANCASTER MANOR - Larry Van Hunnik, Lancaster Manor Administrator; Dave Johnson, Deputy County Attorney**

Larry Van Hunnik, Lancaster Manor Administrator, said the medical records consultant for Lancaster Manor has indicated that she cannot meet the County's insurance requirements but is willing to confer on the telephone.

Dave Johnson, Deputy County Attorney, said it is also possible to continue the relationship through an on-call classification and distributed a job description for Lancaster County Medical Records Coordinator (Exhibit C).

Van Hunnik said the medical records consultant has not indicated whether she would be interested in being an on-call employee.

Johnson reported that the contractor is not certified in Health Insurance Portability and Accountability Act (HIPAA) issues and said it may be advisable to hire a consultant to look at the whole system in terms of compliance.

**MOTION:** Hudkins moved and Heier seconded to waive the insurance requirements for the medical records consultant and to continue the contract. Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

**5 PENDING LITIGATION** - Mike Thew, Chief Deputy County Attorney

**MOTION:** Campbell moved and Heier seconded to enter Executive Session at 10:02 a.m. for discussion of pending litigation. Campbell, Heier, Stevens, Hudkins and Workman voted aye. Motion carried.

**MOTION:** Stevens moved and Heier seconded to exit Executive Session at 10:07 a.m. Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

**6 JUVENILE ELECTRONIC MONITORING** - Lori Griggs, Juvenile Probation Administrator; Dave Johnson, Deputy County Attorney

Lori Griggs, Juvenile Probation Administrator, recommended a 60 day extension of the contract with State Probation for juvenile electronic monitoring and 60 day advance payment to the State in order to continue the program without interruption.

**MOTION:** Heier moved and Hudkins seconded to continue the contract with State Probation for juvenile electronic monitoring for an additional 60 days.

Dave Johnson, Deputy County Attorney, said he is looking into Sarpy County's juvenile electronic monitoring program, which utilizes county employees rather than probation officers, and said the juvenile court judges are concerned with immediacy of detention. He said it has been suggested that the County pursue legislation that will provide an exception for advance payment for pre-adjudication monitoring or use of a 501C3 (non-profit organization) to serve as a conduit for advance payments.

**ON CALL:** Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

**7 LABOR NEGOTIATIONS** - Georgia Glass, Personnel Director; Diane Staab, Deputy County Attorney

Campbell asked that Deb Schorr, District 3 Commissioner-Elect, be allowed to remain in the room during the Executive Session.

There was no objection.

**MOTION:** Campbell moved and Heier seconded to enter Executive Session at 10:29 a.m. for discussion of labor negotiations. Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

**MOTION:** Campbell moved and Stevens seconded to exit Executive Session at 11:05 a.m. Campbell, Heier, Stevens, Hudkins and Workman voted aye. Motion carried.

## **8 BUDGET WORK SESSION - Dave Kroeker, Budget and Fiscal Officer**

Terry Wagner, Lancaster County Sheriff, appeared and requested reconsideration of a reduction in his department's request of ten replacement vehicles (eight patrol vehicles, one unmarked investigator's vehicle and one prisoner transportation van) to six patrol vehicles (Exhibit D). He reviewed a list of the department's cars and their corresponding mileage (Exhibit E), noting twelve vehicles have mileage in excess of 100,000 miles. Wagner said safety is a primary concern and said the reduction will likely result in elimination of services to villages that contract for law enforcement on a part-time basis and the practice of transferring high mileage vehicles to other county agencies with vehicle needs.

Workman reported that the American Federation of State, County & Municipal Employees (AFSCME) has rejected the Board's proposal to eliminate Post Employment Health Plan (PEHP) benefits for one year to help address the budget shortfall. He said it appears that a reduction in workforce will be necessary.

Hudkins said he believes that a tax increase will also be necessary.

Dave Kroeker, Budget and Fiscal Officer, reviewed the following (Exhibit F):

- \* Lancaster County Historical Valuations and Levies
- \* Possible solutions to the budget deficit (Solution 1A & Solution 2A)
- \* Additional budget reductions for Corrections (\$100,000), Lancaster County Juvenile Detention Center (\$101,355), and Clerk of District Court (\$165,477)

Hudkins said Lancaster Manor has agreed to \$100,000 in additional budget reductions, primarily in the area of administration.

Kroeker said a 0.76 tax increase will still be required if Solution 2A is implemented, which will bring the tax rate to 26.59 cents per \$100 of valuation. He noted that the Sheriff's deputies have not agreed to the PEHP benefits reduction indicated in Solution 2A.

Workman said they have agreed to half of the proposed reduction, a savings of approximately \$18,000.

Kroeker noted that adjustments to salary increase and benefits for the unrepresented class are the Board's prerogative.

Campbell said it has been the Board's objective to treat the classes fairly and said the Board will need to look at making reductions in personnel on the AFSCME side first, because the unrepresented class is already taking a salary increase and benefits cut.

The Board authorized the Chair and Vice Chair to meet and provide information to the elected officials and directors. The Board also scheduled a Staff Meeting (budget work session) on August 20, 2002, immediately following the Board of Commissioners Meeting.

**MOTION:** Campbell moved and Heier seconded to direct Kerry Eagan, Chief Administrative Officer, to draft a letter to County departments notifying them that all conditions under the freeze on hiring and certain expenditures will continue, until further notice. Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

## 9 ACTION ITEMS

- A. Recommendation from Visitors Promotion Advisory Committee to Commit \$70,000 from the Fiscal Year 2003-04 Budget for the National Roller Skating Championships

**MOTION:** Hudkins moved and Campbell seconded approval. Campbell, Heier, Workman, Hudkins and Stevens voted aye. Motion carried.

- B. Follow-Up on Region V Director

Heier said the employment status of Jill Rubottom, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program, is still unclear and distributed copies of a motion that was passed at the Region V Governing Board Meeting on August 12, 2002 regarding her employment (Exhibit G).

**MOTION:** Campbell moved and Stevens seconded to authorize Commissioner Heier to contact Doris Karloff, Region V Executive Committee Chair, and to request clarification on the matter. Stevens, Hudkins, Campbell, Heier and Workman voted aye. Motion carried.

## 10 ADMINISTRATIVE OFFICER REPORT

- A. Community Mental Health Center Parking Lot

The Board asked Eagan to check with Dean Settle, Community Mental Health Center Director, and Don Killeen, County Property Manager, to see whether some parking spaces could be leased to BryanLGH Health System.

- B. Letter from Jack Huck, Southeast Community College President, Regarding Meeting with County Board

Board consensus was to schedule a presentation at a County Board of Commissioners Meeting.

- C. Workshop Regarding National Pollutant Discharge Elimination System (August 22, 2002)

The Board asked Eagan to contact the County Engineer and County Surveyor to see whether they would be interested in attending the workshop.

D. Address Committee Update

Eagan reported on development of a "sanitized" address database. He said the next steps will be to: 1) Direct Planning to develop changes to the County Zoning Resolution to provide for regulation of farmstead residences requiring building permits; 2) Pursue legislation to require posted addresses on every property within the County's zoning jurisdiction; and 3) Ask the City to take similar steps with regards to properties within its jurisdiction.

E. United Way Representative

The Board reappointed Cori Beattie, County Board Administrative Secretary, to serve as the United Way representative.

F. County Board Staffing

Board consensus was to classify a new Clerk Typist III position in the County Board Office as a temporary position.

G. Budget Freeze Update

Eagan reviewed requests for exemption from the freeze on certain expenditures from County Extension (conference) and Families First & Foremost (F<sup>3</sup>) (conference), noting both are grant related.

**MOTION:** Campbell moved and Stevens seconded to authorize the requests from County Extension and Families First & Foremost (F<sup>3</sup>). Stevens, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

Board consensus was to refer a furniture request from Human Services to Don Killeen, County Property Manager, to see whether there is any surplus furniture available.

H. Space Master Plan

Gwen Thorpe, Deputy Chief Administrative Officer, reported on a request from Lincoln Electric System (LES) for additional records storage (cost estimate of \$17,000 for the shelving).

Board consensus was to approve the request only if there is no net cost to the County.

I. Retirement Plan Amendments

Board consensus was to refer the proposed amendments to Doug Cyr, Deputy County Attorney, for review. Information will also be shared with members of the Pension Review Committee.

## 11 DISCUSSION OF BOARD MEMBER MEETINGS

### A. Monthly Meeting with Mayor Wesely - Workman, Heier

Workman and Heier said a proposed railcar load-out facility and payment of medical expenses for inmates injured by the police were discussed. The Mayor asked that the City Attorney and County Attorney continue efforts to try to resolve the medical expense matter.

### B. Joint Budget Committee - Campbell, Stevens

Stevens reported that the Malone Center is "on track" and said a search has commenced for a new director.

### C. Visitors Promotion Advisory Committee - Workman

Workman said timing of appointment of the new Lincoln Convention & Visitors Bureau (CVB) Director and a decision on the CVB contract were discussed.

### D. Public Building Commission - Campbell, Hudkins

Hudkins said the budget was adopted with the maximum levy (1.7 cents per \$100 of valuation). The north parking garage, water restrictions and the food service contract for the County-City Building were also discussed.

### E. Board of Health - Hudkins

Hudkins said the Board of Health upheld a vicious dog determination and ordered that the dog be destroyed.

## 12 ADJOURNMENT

**MOTION:** Heier moved and Stevens seconded to adjourn the meeting at 12:25 p.m. Campbell, Heier, Hudkins, Stevens and Workman voted aye. Motion carried.

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Bruce Medcalf  
County Clerk